Rapid Needs Assessment Tool

Please refer to Guidance Note: Rapid assessment and analysis

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| Assessment date and time |  |
| Completed by |  |
| Organisation(s) |  |

**Response Plan**

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| *Based on the findings below and your analysis, is there an urgency to help the people affected by the disaster? If so, what will be the recommended response plan?*  *This section outlines your response plan recommendations which identifies the needs of the affected people that your organisation can support, why you have decided to address these needs and if you have the organizational capacity. It also looks at how many months do you need to be able to carry out this response and why.* |
| Type response here |

**Assessment locations**

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| **Region** | **City** | **Town** |
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**Affected areas and population**

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| **Location** | **Total population** | **Total population in need or displaced** | **Total host population in need** | **Information source(s)** |
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**Findings**

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| **What are the priority needs?** What are the priority humanitarian needs? What is the severity of humanitarian need?  Identification of priority needs may come from national response plans and reports from other humanitarian actors.  As part of the preparation for the EPRP process and preparedness, organisations can ask communities beforehand how and what they would need during the first few weeks when a disaster strikes. The rapid needs assessment can focus on determining the unmet needs that you will be able to deliver and provide support based on your capacities and expertise. |
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| **Response actions taken by humanitarian actors (this includes government, Red Cross/Red Crescent, UN agencies, international and local organisations)**  The assistance provided by these actors helps your organisation decide whether there is still a need to respond. |
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| **Please explain how the areas were selected for your assessment. Are these areas severely affected by the disaster?** |
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| **What are the urgent unmet needs based on your consultation with the affected communities that you plan to support within your organizational capacities in the first six months? Why don’t they have access to these needs that the communities identified?**  Based on the priority needs identified in your EPRP contingency plan, government reports and reports from other humanitarian actors, what are the needs that you will be able to address in this response based on your capacities and expertise?  The assistance provided by these actors helps your organisation decide whether there is still a need to respond. Please list the unmet needs and explain why they have not been met. What capacities do you have as an organisation that you are able to provide these needs that is timely and efficient (consider timing of procurement and logistics). |
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| **In your consultation with the affected communities, were you able to talk to different groups of people and identify needs specific to each group? How did you separate groups during your consultation with them? How were you able to identify people who are the most vulnerable? Why are they vulnerable? Would these specific needs be included in your planned response?**  Vulnerable people are those who are not able to quickly recover from the impact of the disaster and have difficulty accessing the resources they need. This may be due to loss of resources (homes, household items, income); services (water supply, health, education, markets, economic such as savings); rights and entitlements from the government and private services (insurance, social security, or other government benefit). There are certain groups of people who are more vulnerable because of their gender or disabilities that are not easily identified which requires consulting with them separately. |
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| **Do you have access to the communities where you plan to respond? How are you going to reach those that still need our support? How long will it take you to do this response and why?** |
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| **Do you think the affected communities would still need your support after six months? Why and what kind of assistance? If you plan to continue, how are you planning to do this?** |
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| Security  Continuing or emerging threats (i.e. natural/human)?  How has the security situation changed recently? If so, why?  Which areas are sensitive and why? Political instability?  Acceptance by the communities in need or host communities?  Are there any disputes between groups in the community? If so, in what ways?  Shelter  Where are the people in need?  Where are they from?  Where are they now? Specific locations? Are they safely accessible? Are the moving? If so, to where? Average household size?  How many are in shelters?  If not in shelters, where are they (with host families, renting, in tents)?  Are local housing and building materials markets able to respond to rapid increase in shelter demand?  Do all affected populations have equitable access to services without regard to their age, gender, disability, or socioeconomic, ethnic, political, or religious affiliation? Have any groups been denied or excluded from assistance? Why?  Protection  What are the main protection concerns in the community?  Are there particular groups in the community—such as women, children, older persons, or persons with disabilities—that are more vulnerable or at-risk of specific safety/protection concerns than others? If so, why?  Are there any children that are unaccompanied or not living with their parents or known caregivers? If so, what are the causes of the separation?  Have there been any noticeable increases in violence, whether domestic or communal? Have any groups been particularly targeted?  What could be done to improve safety in the community, broadly and specifically for vulnerable or at-risk groups?  Are there any disputes between groups in the community? If so, why?  Do individuals who experience violence/safety/protection issues have access to services and/or positive supportive mechanisms? Can they safely access?  Has freedom of movement for groups in the community changed in recent months? If so, how and why?  Have people resorted to using negative coping strategies? If so, what methods?  Are community members aware of how, where, or to with whom to file complaints, share concerns, or provide feedback regarding the services?  Food security  Is food available? Safely accessible? Preferred types of foods?  What foods are no longer available in markets?  Are people buying preferred foods or substituting for less expensive options?  Have food prices risen? Which//by how much?  Short term and medium-term food security status?  Have any groups been denied or excluded from access to food? If so, why?  Have people resorted to using negative coping strategies to obtain food? How?  **Markets:** How have critical market systems (those for goods/services needed for survival or livelihoods) been impacted by the crisis? Can markets respond to new demand or recover from reduced supply?  Are there significant changes in price/availability of critical items?  **Livelihoods:** What are/were people in needs’ (M/F) main livelihood activities?  How have these been affected by the disaster (e.g. crop/livestock loss, physical damage, insecurity, lack of demand, community tension, right to work etc)? What groups are marginalized from income generation/markets, and how?  Have people resorted to negative coping mechanisms as livelihoods? How so?  **Cash:** Are most-needed goods and services available in sufficient quality and quantity in local markets? What cash transfer mechanisms exist (banks, mobile money) and are these accessible by those in need? Is cash viable given the political/security/currency context? What other actors and coordination exist?  Water  How have water sources been affected by the crisis? Is the water of satisfactory quality and quantity? Water concerns?  Is there safe and easy access to water, sanitation, washing facilities for all groups?  Is there a change in ability to practice good hygiene behaviors?  Availability of soap and other hygiene items for households?  Logistics  What infrastructure has been impacted by the crisis and to what degree with regards to air and seaports activity, river, road and rail transport? What is the impact on regional and in-country transportation capacity (i.e. cargo trucking, barge, aircraft availability)? What is the crisis impact on fuel (gas, diesel, JET A1) availability? What is the crisis impact on IT connectivity and network for voice and data? Specialized (i.e. temperature controlled) and non-specialized warehousing? Customs and clearance operations?  Non food items  What is the crisis impact on local and regional availability of NFI commodities? |
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